



MINUTES

IT Strategic Planning Committee

DATE	February 7, 2006
TIME	10:00 AM
LOCATION	Nevada Public Works Board Conference Room, 515 East Musser Street, Carson City
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Andrew Clinger, Department of Administration	✓	Co-Chair – Terry Savage, Department of Information Technology	✓
Administration, Dave McTeer	✓	Governor's Office, Keith Munro	✓
Janet Murphy	✓	Homeland, Giles Vanderhoof	
Agriculture, Don Henderson	✓	Military, Miles Celio	✓
B&I, Doug Walther	✓	Motor Vehicles, Ginny Lewis	
CNR, Allen Biaggi		Chuck Conner	✓
Kay Scherer	✓	PEBP, Forrest Thorne	
Corrections, Glen Whorton	✓	Personnel, Jeanne Greene	✓
Cultural Affairs, Scott Sisco		Public Safety, George Togliatti	
Sara Jones		PK ONeil	✓
DETR, Terry Johnson		Taxation, Chuck Chinnock	
DHHS, Mike Willden		Tom Summers	✓
Michael Torvinen	✓	Transportation, Robert Chisel	✓
DoIT, Kathy Ryan		Veteran's Service, Chuck Fulkerson	✓
Alisanne Maffei	✓	Wildlife, Terry Crawford	✓
David Miller	✓	Bob Haughian	✓
Education, Keith Rheault		Pat Wlodarczyk	✓
Doug Thunder	✓		

CALL TO ORDER

I Introduction

- Andrew Clinger, Department of Administration, called the meeting to order. Bob Haughian and Pat Wlodarczyk, Wildlife, were introduced joining the committee meeting today with Terry Crawford; and Chuck Conner, DMV, for Ginny Lewis; also introduced was Janet Murphy, Budget Analyst with Department of Administration. Keith Munro, Governor's Office and Doug Thunder, Education, joined the meeting as well.

II Review and Approval of the Minutes

- After review of the January meeting minutes, it was moved by Chuck Fulkerson and seconded by Terry Savage to accept the minutes. The minutes from January 12, 2006 were accepted as presented without changes.

III Strategic Enterprise IT Planning

- Andrew Clinger introduced the IT planning process for the ITSPC commencing with the IT Vision Statement.
- The group indicated it would like to consider both an IT Vision Statement as well as an IT Mission Statement. The IT Vision and IT Mission Statements for the State of Nevada will be developed at the upcoming ITSPC sessions.

VI Updates

- It was requested to have the Top Ten IT Issues with descriptions circulated to the committee. These were distributed to the committee at the conclusion of the meeting by email.
- The all agency memo regarding the Top Ten IT Issues was distributed. The committee was reminded to forward any agency related projects to Top Ten IT Issues to Alisanne Maffei, DoIT, to keep the committee updated on progress.
- The interpretation of AB158 was discussed; it was recommended to adopt a policy at this time and future regulations will be determined later if deemed necessary.
- Dave Miller, DoIT, presented the Critical Business Technology Assessment Project (CBTAP) status. Discussion took place with input from Keith Munro stressing the importance of CBTAP completion.
- Dave McTeer relayed the Enterprise Architecture Committee is working on Identity Management (IdM). Terry Savage provided an update on the Technical Standards Committee anticipating the ITSPC reviewing the first standards from that committee around March, 2006.
- Dave McTeer gave an update on the enterprise ePay project. He expects Public Utilities Commission to begin to use eCheck in March.
- Dave McTeer provided a status on the Enterprise Video Teleconferencing project; he indicated that a contract with WireOne, a local rep for Polycom equipment, is being set up and is going to BOE next week. He expects departments to be able to purchase on the contract in February. The goals for the Video Teleconferencing project included 1) Interoperability, 2) Commonality in user interface to reduce needs for technical support, 3) Best price for purchases. He also noted that installation is not included in the contract.

VI Future Issues/New Business

- The scheduled April meeting for ITSPC will be moved to the first Wednesday, April 5th, due to the planned IFC on April 4th. The IT Project Prioritization meetings will be scheduled for all day on June 6th and 7th.

VII WRAP UP

The Next Meetings of the IT Strategic Planning Committee (ITSPC) will be Tuesday, March 7, 2006, and Wednesday, April 5th. Both scheduled for 10:00 AM – 12:00 Noon in the Education Board Conference Room, 700 E Fifth Street

ACTION ITEMS

Item No.	Description	Assigned To
1.	Compile inputs for Enterprise and Agency IT Strategic Plan with Directors and Agencies - ongoing	Alisanne Maffei
3.	Draft update for NITOC policy	Alisanne Maffei
4.	Update on Digital Certificates and Digital Signatures for Nevada	Alisanne Maffei
5.	Provide listing of IT Accounts	T. Savage/ A. Maffei
6.	Presentation to the committee on IT assessments and trended data	A. Maffei coord
7.	Research other states funding mechanisms for applicability	A. Maffei/S. McGee
8.	Review the highway fund treatment for microwave projects	Alisanne Maffei

Related Links/Contact Information:

Nevada State Agencies Video Conferencing Contact listing: http://doit.nv.gov/DoIT_Meetings.htm

SilverSource updated link: <http://silversource.state.nv.us/>

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

Training User Guide http://infosec.intranet.nv.gov/Security_Training.htm

Security Awareness Program http://infosec.nv.gov/Security_Services.htm#Awareness

Nevada Communications Steering Committee website: <http://ncsc.nv.gov/>

IT Strategic Planning Committee: http://nitoc.nv.gov/IT_StrategicPlan.htm

IT Project Oversight Committee: http://nitoc.nv.gov/IT_Project_Oversight.htm

The Critical Business Technology Assessment Program (CBTAP) Tool: <http://doit.nv.gov/cbtap/>